**Communication Skills Video**

Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business people communicate by writing letters and memos, talking on the telephone, and meeting with customers, suppliers, bankers, employees, and others. To succeed as an entrepreneur, you will need to develop your writing, speaking, and listening skills because you will use them every day.

Together with the members of your group, you will create a communication video. The video will show the importance of communication skills. You will create a situation/skit where the bullet points you were assigned are not present in the type of communication. In essence, this will create terrible communication.

**VIDEO GRADE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **4**  Excellent | **3**  Good | **2**  Needs improvement | **1**  Not at all | Total Points |
| All group members contributed equally |  |  |  |  |  |
| Creativity |  |  |  |  |  |
| Shows all bullet points not being used |  |  |  |  |  |
| Video scrip/outline |  |  |  |  |  |
| Video is appropriate for audience |  |  |  |  |  |
| Good use of Time |  |  |  |  |  |
| Editing Quality |  |  |  |  |  |
| Considerate while others presented |  |  |  |  |  |

Total Score: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ / 32 = \_\_\_\_\_\_\_\_\_\_\_\_\_